

JOB DESCRIPTION – SOCIAL MEDIA COORDINATOR VOLUNTEER

Join us to change the story of cancer at SA Cancer Council, and gain experience where teamwork and innovation are joining forces to provide financial resources for patient assistance and cancer research in San Antonio.

Position Purpose:

The Social Media Coordinator Volunteer will lead the tactical development of SA Cancer Council's social program. This includes maintaining the overall strategy and deployment for content production, social and engagement and tactical plans across multiple social media platforms.

Responsible for ensuring consistent and meaningful messaging across all social touch points and tracking platform analytics, pre-scheduling content, leveraging spontaneous opportunities, and communicating results and opportunities to the team. Works in partnership with board members and other volunteers.

Most importantly, this is an opportunity to educate, inform and influence how, when, and where we change the story of cancer, while gaining professional experience.

Position Title: Social Media Coordinator

Reports To: VP, Marketing, Communications and Technology

Position Duration: Six month commitment.

Number of Hours Per Week: 4-6 Hours per week.

Platforms: Facebook, Instagram, LinkedIn, Twitter...need not be an expert in all, we will provide on the job training, but should be familiar with posting and formatting.

Send Resume to: dockarri@gmail.com

www.sacancercouncil.org